



Special Finance Committee Minutes
Monday, September 14, 2020 – 6 PM • Virtual by Zoom

Item	Presented By:	Action	Topic	Report
Call to Order & Roll Call for Quorum	Mr. Boettcher		Committee Members: Matt Boettcher, Chair Sharon Chaney Eric Pridonoff Advisors: Ron Hirth, Administrator Andy Lanser, Fiscal Officer Terry Donnellon, Solicitor Chris Campbell, Police Chief Anna Gedeon, Budget Analyst	<p>The Finance Committee of Council convened a Special meeting on Monday, September 14, 2020 at 6 PM by video conference with Council Member Boettcher presiding. The Mayor had previously called this meeting as a special meeting to review and conduct business related to the financial operations of the Village.</p> <p>This remote access meeting was allowed by emergency legislation adopted by the Ohio General Assembly and approved by the Governor. The emergency legislation added language to RC Section 121.22 allowing public meetings by telephone or video conference during the current pandemic and the declared State of Emergency. As required by the statute, notice of the video meeting was publicized more than 24 hours in advance to allow public access. The public was also given back up numbers to call in the event there were difficulties accessing the meeting by Zoom video. This Notice of Meeting was posted on the Village's website and a similar Notice was sent to various media outlets.</p> <p>Roll call of committee members: Matt Boettcher, Chair: Present Sharon Chaney: Present Eric Pridonoff: Present</p> <p>All members are present.</p>
Set the Agenda & Adopt	Mr. Boettcher	Review & Motion		Motion to approve the agenda by Mr. Pridonoff Second by Ms. Chaney All members in favor
Persons Registered to Address the Committee	None		None	

Minutes to be Approved	Mr. Lanser	Review & Motion	Committee Minutes	February 24, 2020 Finance Committee Minutes for approval. Motion to approve the minutes by Mr. Boettcher Second by Mr. Pridonoff All members in favor
Discussion				
New Business			<ul style="list-style-type: none"> • Financial Packet for August 2020 • Amend Appropriations for COVID funding • PD Vehicle Loan 	<ul style="list-style-type: none"> • For the month of August, the Village had an adjusted bank balance of \$2,345,953.13. Of this \$2,141,102.70 can be found in the Village's primary checking account. The majority of this amount rests in the Village's several "road and street" restricted funds. • In August there were 84 payments cleared in the amount of \$189,642.93. • Village receipts totaled \$221,573.50. • General Fund revenue for the month was \$136,565.22. Of this \$78,917.86 was from income tax receipts. This figure is significantly over forecasts provided to the Village from RITA and the Village is on track to meet budgeted revenue forecasts for income tax. • Village has spent 60% of appropriations through August FY20. For the month the Village has spent \$134,026.77 which is nearly identical to the spending level from August FY19. • Total appropriation spend for FY20 remains approximately \$86,000 less than the amount from the same period in FY19. • The Village has received an additional \$23,443.29 from the State of Ohio for Covid-19 expenses. The Village has several items and projects planned that require this funding. In order to use it however, Village revenue and appropriations must be adjusted to account for the additional funds. The revenue will be accounted for in fund account #2151. Specific projects to be funded are in the Administrator's report for the full Council meeting. <p>Motion to recommend to Village Council to approve amending Village appropriations for Covid-19 funding by Mr. Pridonoff Second by Ms. Chaney All members voted in favor</p> <ul style="list-style-type: none"> • It is the Village's intention to purchase a new police vehicle to replace a vehicle in the current police fleet. The Village has explored multiple financing options for the Vehicle and has secured the best financing option. The terms of the loan are 36 months which will be paid biannually. The interest rate for the loan is 2.9%. <p>Motion to recommend to Council to approve the purchase of the police vehicle by Mr. Pridonoff Second by Ms. Chaney.</p>

			<ul style="list-style-type: none"> • Speed Hump Expense Approval • Minimum Wage • Year End Close 	<p>Mr. Boettcher has recused himself from all discussion and decision-making on this topic because Mr. Boettcher is an employee of the company selected to finance the loan.</p> <p>Mr. Boettcher selected Mr. Pridonoff to be Chair Pro Tem for this decision.</p> <p>All members voted in favor</p> <ul style="list-style-type: none"> • It is the Village's intention to install 14 new speed humps throughout the Village. To accomplish this the Village received three bids and on the recommendation of the Village engineer selected the lowest and best bid. The winning bid was in the amount of \$59,000. • The contractor selected was J.K. Meurer from Loveland. <p>Motion to recommend to Council to approve speed hump project expense project by Ms. Chaney Second by Mr. Pridonoff All members in favor</p> <ul style="list-style-type: none"> • Village Administration has been working with Mayor Densmore in an effort to determine whether the Village had sufficient funding to increase the minimum wage for Village employment to \$15/hr. and does it make sense for the Village. Due to market competitiveness and in line with our retention policies, it has been determined that the Village can. Presently, this adjustment will affect only two Service Department employees. <p>Motion to recommend to Council to observe a min \$15/hr minimum wage for PT employees by Mr. Boettcher Second by Mr. Pridonoff All voted members in favor</p> <ul style="list-style-type: none"> • As part of the year end closing process the Clerk's office has issued contact information request to Village employees. Each employee is asked to update their primary contact information and return the form to the Clerk's office. • In addition, the Clerk's office is examining outstanding purchase orders and requisitions in order to close out the ones no longer necessary.
Old Business				
Announcements				The audit committee is scheduled to meet on Tuesday, September 29 at 6:30 PM by virtual meeting.

				The next Finance Committee meeting is scheduled for Monday, October 26, 2020 at 6 PM pending any business.
Adjourn				Motion to adjourn by at 6:45 PM DST by Mr. Pridonoff Second by Ms. Chaney All voted in favor.

_____ Date: _____
Submitted by Andy Lanser, Fiscal Officer

_____ Date: _____
Matt Boettcher, Vice Mayor & Committee Chair

_____ Date: _____
Anna Gedeon, Asst. Clerk